OFFICE OF THE DISTRICT & SESSIONS JUDGE, SAS NAGAR (MOHALI)

AUCTION / PUBLIC NOTICE

Applications are invited from the general public on or before **25.03.2026** at **1.00 PM** along with refundable bid participation money in the shape of demand draft in favour of Civil Judge (Senior Division), SAS Nagar (Mohali) for providing Public Utility Services for the following premises i.e.-

1. Shop No. 3 (Photostat service/computer service)

2. Canteen along with kitchen

At New Judicial Court Complex, Sector 76, SAS Nagar (Mohali) alongwith undertaking in the shape of affidavit that they will accept all the terms and conditions as specified by this office. The open auction shall be conducted on **27.03.2026** at **3.00 PM** at Video Conferencing Room, First Floor, Block-C, in New Judicial Courts Complex, Sector 76, SAS Nagar (Mohali) for the period **01.04.2026 to 31.03.2027 (Financial Year 2026-2027)**. The complete details/terms & conditions can be viewed from the website **https://sasnagar.dcourts.gov.in/.**

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DISTRICT & SESSIONS JUDGE
SAS NAGAR (MOHALI)

Note:- The lease period can be extended with prior approval of Hon'ble Punjab & Haryana High Court for one year in case of satisfactory service.

TERMS AND CONDITIONS FOR CANTEEN AT NEW JUDICIAL COURTS COMPLEX, SECTOR 76, SAS NAGAR (MOHALI).

LEASING PERIOD W.E.F. 01.04.2026 to 31.03.2027.

It is, hereby informed to the general public that an open auction is being held on **27.03.2026** at **3.00 P.M** for leasing out the Canteen alongwith Kitchen at New Judicial Courts Complex, Sector 76 SAS Nagar (Mohali), for the period from **1.4.2026 to 31.3.2027** on the following terms and conditions:-

1. Minimum reserve price for the auction is fixed at **Rs. 12,46,300/- (Rupees Twelve Lakhs Forty Six Thousand Three Hundred only)** for afore-said period for Canteen at New Judicial Courts Complex, Sector 76, SAS Nagar (Mohali).
2. The 25% of the entire Auction price will have to be deposited at spot by the highest bidder. In case of closure of Banking hours or office while completion of Auction process, the successful bidder is at liberty to deposit the amount on next working day. After depositing the 25% of the total amount, only thereafter, the vacant possession of the premises will be handed over to the successful lessee. However, the remaining entire amount of the bid i.e 75% of the bid amount shall be paid within one month form the date of auction. In case the lessee does not deposit the remaining 75% of the bid money, the lease may be canceled without issuing any notice to the lessee. However, the Ld. District & Sessions Judge, SAS Nagar may increase the time on showing valid reasons.
3. Application money for participation in the auction to the tune of **Rs. 1,25,000/- (Rupees One Lakh Twenty Five Thousand only)** for canteen along with Kitchen will have to be deposited by way of Demand Draft by each applicant along with his application. The said amount will be adjusted against the successful bid, whereas other applicants will get their Demand Drafts back on the day of auction.
4. Refundable security to the tune of **Rs. 1,00,000/- (Rs. One Lakh only)** will have to be deposited by bidder whose auction is accepted within one month, refundable after expiry of lease period without interest.
5. The contractor shall operate the canteen during court working days.
6. The contractor will not change the basic structure of Canteen and will not sublet the same.
7. The contractor will keep his own furniture.
8. Contractor will not sell any intoxicants in the Canteen nor he will allow any body to misuse the premises of the Canteen. Narcotic/Intoxicants or liquor service is strictly prohibited. There will be no smoking in the Canteen.
9. Contractor will install his own electric connection and pay the bill to PSPCL or will install sub-meter without interference within the basic electricity configuration of the complex. The charges of electricity meter and separate bill will be paid by the Canteen holder. The security will only be released upon giving undertaking in the shape of affidavit that nothing is due in respect of water/electricity charges etc and he will be responsible to pay the same in case anything is found outstanding at any rates stage.
10. Contractor should ensure proper quality of eatables and there will be quality checks from time to time and his contract shall be liable to be canceled if he is found selling substandard products. The contractor

will be liable under all laws particularly under the Food Safety & Standard Act, 2006 etc. Contractor will be responsible for providing Canteen service from **1.4.2026 to 31.3.2027**. If he stops providing service mid-way then his security amount shall stand forfeited and will not be refunded in any eventuality.

11. The Contractor selected for Canteen service will be required to maintain highest level of Cleanliness at his own levels, both in and around canteen premises and standard of hygiene with regard to the persons under his employment and utensils for serving the food. Big dustbins (Red and Green) of good plastic will be kept by the Contractor. Carriers will be kept by the Contractor for disposal of wastage as per rules. Fly killer will be kept. Canteen will be cleaned daily. The items must be properly covered to maintain cleanliness and hygiene.
12. The contractor will be responsible for providing proper sitting arrangement (within the canteen premises only), for the users of the Canteen.
13. Contractor shall be permitted to sell only those articles which are mentioned in the list given below (Annexure A). The approved list shall be revised from time to time making suitable additions and alterations. No unapproved articles shall be kept for sale. The rates of the articles as approved by the District & Sessions Judge will be displayed by the Contractor at the prominent place in the Canteen.
14. The Contractor shall bear all expenses and the Contractor shall be wholly and solely responsible for any dispute on account of non-compliance with rules/instructions.
15. The contractor shall not employ any person below the age of 14 years. No minor/bonded labour will be hired and the pay shall not be below the Minimum Wages Act.
16. The Contractor will have to enter into the Contract as per prescribed proforma, within one month of the acceptance of the bid.
17. Cold water Purifier will be installed by the contractor at his own cost.
18. Only 02 filled Gas Cylinders can be kept in the Canteen.
19. Uniform of the staff will be with gloves and head covered.
20. In case of violation, license can be canceled and a fine of Rs. 500/- to Rs.1000/- per day can be imposed, which shall have to be deposited with the Civil Judge(SD), SAS Nagar (Mohali), within the given time.
21. The vacant possession of the canteen will be handed over on **1.4.2026**.
22. The working time of the Canteen will be from 8:00 AM to 6:30 PM on the Court working days.
23. The Canteen will remain closed on Sunday/Gazetted Holidays.
24. All the bylaws and M.C. Rules will remain in force.
25. The list of employees of the Canteen will be depicted and it should be printed list.
26. The Necessary Banners/Boards will be installed.
27. This contract shall be liable to be canceled at any moment if the contractor is found doing illegal activities or providing services which are not in concurrence with the above mentioned terms and conditions and the deposited amount shall stand forfeited and will not be refunded in any eventuality.
28. In case any dispute arises between the contractor and the management committee, it shall be referred to the Ld. Civil Judge(Sr. Division), SAS Nagar (Mohali), who shall be the sole arbitrator and his award shall be final and binding between the parties.

29. The District & Sessions Judge reserves right to reject the offer of any person without assigning any reason.

30. The Canteen eatable/drinking items shall be finalized/approved by the committee consisting of Additional District & Sessions Judge – I and Civil Judge (Senior Division), SAS Nagar (Mohali), in the presence of applicants or their authorized representative.

31. The earlier lessee in case is found defaulted in the payment of the earlier lease money, shall not be eligible to participate in the auction process, unless he produces the no due certificate from the competent authority. However, the District & Sessions Judge, SAS Nagar, may allow the participation on showing valid reasons for the default.

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DISTRICT & SESSIONS JUDGE,
SAS NAGAR (MOHALI)

TERMS AND CONDITIONS FOR PUBLIC UTILITY SERVICES I.E. SHOP NO.3 (PHOTOSTAT SERVICE/ COMPUTER SERVICE) AT NEW JUDICIAL COURTS COMPLEX, SECTOR 76, SAS NAGAR (MOHALI).

LEASING PERIOD W.E.F. 01.04.2026 to 31.03.2027.

It is, hereby informed to the general public that an open auction is being held on **27.03.2026 at 3.00 P.M** for leasing out the Shop No. 3 (photostat Service/ Computer Service) at New Judicial Courts Complex, Sector 76, SAS Nagar (Mohali), for the period from **1.4.2026 to 31.3.2027** on the following terms and conditions:-

1. The 25% of the entire Auction price will have to be deposited at spot by the highest bidder. In case of closure of Banking hours or office while completion of Auction process, the successful bidder is at liberty to deposit the amount on next working day. However, the remaining entire amount of the bid i.e 75% of the bid amount shall be paid strictly within the period of one month. In case the lessee does not deposit the remaining 75% of the bid money, the lease may be canceled without issuing any notice to the lessee. However, the Ld. District & Sessions Judge, SAS Nagar may increase the time on showing valid reasons.
2. The minimum auction reserve price for **Shop No. 3** (photostat service/computer service) for the period from **1.4.2026 to 31.3.2027** would be **Rs. 2,99,475/- (Rupees Two Lakh Ninety Nine Thousand Four Hundred Seventy Five only)**.
3. Application money for participation in the auction to the tune of **Rs. 30,000/- (Rupees Thirty Thousand only)** for **Shop No. 3 (Photostat service/computer service)** will have to be deposited by way of Demand Draft by each applicant along with his application. The said amount will be adjusted against the successful bid, whereas other applicants will get their Demand Drafts back on the day of auction.
4. That the amount of **Rs. 30,000/- (Rupees Thirty Thousand only)** is required to be deposited as security for the service within the period of one month which is refundable at the end of financial year without interest, subject to clearance of all the dues.
5. That allotment of booth/shop/space allotted is non-transferable.
6. That allottee is not allowed to carry on any illegal activity in the booth/shop/space allotted.
7. That the temporary interior fittings in the said booth shall be made by the lessee after getting the same approved by the competent authority. The main structure of the premises shall not be changed or altered in any manner.
8. The allottee will not sell any intoxicants in the booth/shop/space allotted nor he/she will allow any body to misuse the booth/shop/area. Narcotic/Intoxicants or liquor service is strictly prohibited. There will be no smoking in the booth/shop/space allotted.
9. The allottee will install his own electricity connection and pay the bill to PSPCL or will install sub-meter without interference with the basic electricity configuration of the complex. The charges of electricity meter and separate bill will be paid by the allottee at his/her own. The security will only be released upon giving undertaking in the shape of affidavits that nothing is due in respect of water/electricity charges etc. and he will be responsible to pay the same in case any thing is found outstanding at any stage.

10. That allottee will be responsible for providing service from **01.04.2026 to 31.03.2027** and if he stops providing service mid-way then his security shall stand forfeited and security will not be refunded in any eventuality.
11. The allottee shall bear all expenses and the allottee shall be wholly and solely responsible for any dispute on account of non-compliance with rules/instructions.
12. The allottee will have to enter into contract as per prescribed proforma within one month of the acceptance of bid.
13. This contract shall liable to be canceled at any moment if the allottee is found carrying out illegal activities or any other activity beyond the scope of allotment or providing services, which are not in concurrence or consonance with the above mentioned terms and conditions, then the deposited amount shall stand forfeited and will not be refunded in any eventuality.
14. In case any dispute arises between the allottee and the management committee, it shall be referred to the Civil Judge (Sr. Divn.), SAS Nagar who shall be the sole arbitrator and his award shall be final and binding between the parties.
15. The allottee shall remove his interior fittings upon completion of period of lease unless the same is extended and if so, upon expiry of extended period.
16. The District & Sessions Judge, SAS Nagar (Mohali) reserves right to reject the offer of any person without assigning any reason.
17. In case of violation, license/allotment can be canceled and a fine of Rs.500/- to Rs.1000/- per day can be imposed, which shall have to be deposited with the Civil Judge (Sr. Divn.), SAS Nagar (Mohali), within the given time.
18. The vacant possession of the booth/shop/space will be handed over on **01.04.2026**.
19. That working/opening time of the booth/shop/space allotted will be from 8:00 AM to 6:30 PM.
20. That booth/shop/space allotted will remain closed on Sunday/Gazetted holidays.
21. All the bylaws and M.C. Rules will remain in force.
22. The list of employees of the booth/shop/space allotted will be prepared and displayed outside the allotted space.
23. Small stationery items as approved by the Committee may also be kept in the booth/shop/space allotted.
24. The allottee/licensee shall put his own locks on the booths/shops/space allotted to him and he himself will be responsible for the safety of the articles lying therein and the department would not be responsible in any manner.
25. The District & Sessions Judge, SAS Nagar (Mohali) reserves the right to make addition, alteration/change in any term and condition at any time and to cancel the auction or allotment, at any time, without spelling any reason.
26. The earlier lessee in case is found defaulted in the payment of the earlier lease money, shall not be eligible to participate in the auction process, unless he produces the no due certificate from the competent authority. However, the District & Sessions Judge, SAS Nagar, may allow the participation on showing valid reasons for the default.

---Sd/---
DISTRICT & SESSIONS JUDGE
SAS NAGAR (MOHALI)

OFFICE OF THE CIVIL JUDGE (SD) SAS NAGAR (MOHALI).

AUCTION FORM

APPLICATION FOR THE AUCTION_____

1. Name of the Applicant : _____
2. Father's Name : _____
3. Name of the Firm and Address : _____
   _____
4. Presenet Occupation : _____
5. Telephone/Mobile No. : _____
6. Detail of amount deposited as 'bid participation money'
   Bank Draft No. _____Dated_____Name of the Bank_____
7. Present Address : _____
   _____
8. Permanent Address : _____
   _____
9. Experience : _____
   _____

Verified that all the contents mentioned above are true and best of my knowledge and nothing is concealed therein. It is also verified that I have also read the terms and conditions and undertakes that I shall follow all the terms and conditions.

Place_____.
Dated_____. (Signature of the Applicant)

OFFICE OF THE CIVIL JUDGE (SD) SAS NAGAR (MOHALI).

AUCTION FORM

APPLICATION FOR THE AUCTION_____

1. Name of the Applicant : _____
2. Father's Name : _____
3. Name of the Firm and Address : _____
   _____
4. Present Occupation : _____
5. Telephone/Mobile No. : _____
6. Detail of amount deposited as 'bid participation money'
   Bank Draft No. _____Dated_____Name of the Bank_____
7. Present Address : _____
   _____
8. Permanent Address : _____
   _____
9. Experience : _____
   _____

Verified that all the contents mentioned above are true and best of my knowledge and nothing is concealed therein. It is also verified that I have also read the terms and conditions and undertakes that I shall follow all the terms and conditions.

Place_____.
Dated_____. (Signature of the Applicant)

Note: **Application received after 25.03.2026 at 1.00 P.M. will not be entertained by this Office. It is also informed that incomplete application will be rejected summarily without giving any notice.**